

**Approved Minutes**  
**Port Sanilac Planning Commission**  
**January 25, 2022 7:00 PM**  
**Bark Shanty Community Center**

**Meeting Called to Order** at 7:01 PM by Chair R. Emond

**Pledge of Allegiance:**

**Members Present:** B. Batz, E. Bruss, B. Dear, R. Emond, A. Frusti, M. Simon  
Council Liaison J. Southard, Zoning Administrator L. O'Keefe  
Guests: None

**Additions to the Agenda:** Email from Chris Germain added to New Business, and review of Forms added to Old Business.

**Approve Agenda:** Motion to approve the agenda by M. Simon, seconded by B. Batz; Motion passed

**Public Comment/Communications:** None

**Approve Minutes:**

Motion by B. Batz to approve the minutes of the December 28, 2021 Regular Meeting, seconded by B. Dear; Motion passed with a correction in the definition for "Filling" by adding the words "or dumping" after the word "depositing".

Motion by B. Dear to accept the January 18, 2022 workshop minutes of the Master Plan Oversight Committee, seconded by B. Batz, Motion passed

**Council Liaison Report** None

**Zoning Administrator Report:**

1. Permit for a "Tourist Home" at 95 North Ridge (Approved subject to the conditions in Addendum A)

Other Zoning Issues – 205 South Ridge, construction of an accessory building without a permit; and 122 South Lake, public hearing for a Variance Request with the Zoning Board of Appeals.

**Old Business:**

1. Master Plan Oversight Committee Update: M. Simon gave an update to the Planning Commission from their January 18, 2022 meeting on the committee's recommendations for ordinances that need to be amended in order to meet the RRC Baseline Report recommendations. Recommendations were to:

- A. Section 2.1 changes being proposed need to be approved by Village Council
- B. Section 2.3 add short and long term rentals by permit in the residential zone
- C. Section 2.3 add a definition of long term rental
- D. Section 2.4 add RV Resorts allowed in the Agricultural-Residential zone
- E. Section 2.4 add a definition of an RV Resort
- F. Section 2.5 eliminate parking requirements in the Commercial Business District
- G. Section 2.5 add bicycle parking in all village lots

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H. Section 2.5 enter into shared agreements with local businesses to allow for use of their parking lots during non-business hours

M. Simon will forward these changes to Village Clerk for inclusion in the Council's agenda at their February 1<sup>st</sup> meeting.

2. Changes to Forms: The following changes to Forms are recommended:
  - A. Special Land Use Application – remove the word “variance” where noted from the form, and replace with the words “Minor Non-Conforming Use”
  - B. Application for Zoning Variance – On the first page under “Legal Basis for Variance” remove MCL 125.585 and replace with the Michigan Zoning Enabling Act 110 of 2006, Section 125.3604. On the second page remove the section that says “The Port Sanilac Planning Commission met on (date & time)...etc., and replace the words “Village Council” with “Zoning Board of Appeals”.

**Motion** by B. Batz “to make the changes to the forms as presented”, seconded by B. Dear; **motion carried**

**New Business:**

1. Home Occupation & Sign at 7317 Main Street: Discussion about whether to allow more than the home occupation limit of 3 customers at one time. Consensus was that it is a non-issue at this time, because of the ordinance. Occupants decided against having a sign.
2. Industrial Zoned Lot North of Willis' Market: Lot is too small for industrial use. Zoning Administrator recommends changing it to commercial zoning.
3. Email from Chris Germain: A “touch base” zoom meeting with Chris Germain from MEDC will take place on Thursday morning January 27, 2022 at 9:00 A.M.

**Upcoming Meetings:**

Zoom meeting w/Chris Germain Thursday, January 27, 2022 at 9:00 A.M.

Next Regular meeting Tuesday, February 22, 2022 at 7:00 P.M.

**Meeting Adjourned:** by Chair R. Emond at 7:52 PM.

Submitted by: Bob Dear  
Planning Commission Secretary